

GOVERNMENT OF THE DISTRICT OF COLUMBIA
Executive Office of the Mayor



MEMORANDUM

TO: Department Heads
Department of Consumer and Regulatory Affairs
Department of Health
Department of Public Works
District Department of the Environment
Fire and Emergency Medical Services
Homeland Security and Emergency Management Agency
Metropolitan Police Department
Office of Deputy Mayor for Planning and Economic Development
Office of Tax and Revenue
Office of Unified Communications
Office of Zoning
Water and Sewer Authority

FROM: Dan Tangherlini
City Administrator

DATE: May 8, 2009

SUBJECT: Expansion of the District of Columbia Geographic Information System Steering Committee

District of Columbia's Geographic Information System Steering Committee (GISSC) established by Mayor's Order 2002-27, operates with the Office of City Administrator, the Office of the Chief Technology Officer, the Office of Planning, and the Department of Transportation as permanent voting members. At request of the GIS Steering Committee, the Permanent membership in the GISSC is hereby expanded to include the following agencies and authorities plus the United States Geological Survey, which as a federal partner, will have non-voting status:

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| • Department of Consumer and Regulatory Affairs | • Homeland Security and Emergency Management Agency |
| • Department of Health | • Metropolitan Police Department |
| • Department of Public Works | • Office of Deputy Mayor for Planning and Economic Development |
| • District Department of the Environment | |
| • Fire and Emergency Medical Services | |

- Office of Tax and Revenue
- Office of Unified Communications
- Office of Zoning
- Water and Sewer Authority

The mission of DC Geographic Information System (DC GIS) *“is to **improve the quality and lower the cost of services provided by the DC Government**, through the District’s collective investment and effective application of geospatial data and systems. Furthermore, DC GIS will reach beyond the DC Government by continuing to **make DC GIS data freely and publicly available to the fullest extent possible in consideration of privacy and security.**”*

As I regularly witness, the DC GIS is a tangible success. District agencies work together producing, maintaining, and most importantly sharing over 250 map layers and numerous applications and software licenses.

Original permanent membership of the GISSC did not include representation from public safety or human service agencies. Yet these agencies clearly participate and benefit from the DC GIS. The expanded committee will allow for more agency input in setting priorities for geospatial projects, the allocation of resources towards those projects, and operation of the DC GIS program in a more participatory manor.

Individuals from the expanded agencies are currently attending the Committee in non-voting capacity. I ask that the Department Heads of designated entities assign these individuals or another technically literate employee who can articulately represent the agency on the GISSC and notify Cheryl.Harris@dc.gov of this designation. This may be the same employee whom previously attended, but this employee will now have a formal vote.

The expanded permanent members of the GISSC shall:

- Review and endorse the DC GIS Strategic Plan and Federated Data Model.
- Develop Bylaws for the governance of GISSC, such as rules for establishing a quorum, conducting votes, and the formation and governance of subcommittees.
- Produce and adopt an updated DC GIS Business Plan by September 30, 2009.
- Schedule an official “GISSC Annual Budget Meeting” for September of each year to review past year’s spending, and the DC GIS Business Plan for spending in the coming year(s) with recommendations provided to the Chief Technology Officer and the City Administrator.
- Continue to hold meetings at least quarterly open to all agencies and the public.

**CC: Office of the Chief Technology Officer
Office of Planning
Department of Transportation**